

Date

Dear Parent/Guardian:

The Connecticut State Department of Education, Bureau of Special Education will be conducting a focused monitoring site visit in (District) the week of (Date). The Connecticut State Board of Education's five-year comprehensive plan specifically states an expectation of high academic achievement for all students in reading, writing, math and science as a priority. The state has also established targets for students with disabilities and their participation and achievement on statewide assessments, which can be found in the State Performance Plan.

As part of this review, a representative from Connecticut Parent Advocacy Center (CPAC) will be calling parents and guardians of students with disabilities to conduct a short survey. While your information will be shared with the site visit team, it is an anonymous survey. It is important that parents share information regarding what works well, what needs improvement and how we can be more successful educating students with disabilities in the district.

The information collected during the survey will become a valuable part of the information used by the focused monitoring site visit team. If you are unable to participate, but would like to provide information about the achievement of your child, please call CPAC at 1-800-445-2722.

We look forward to using the information collected from the survey to improve services to students with disabilities and their families.

Sincerely,

(Lead consultant name)
Connecticut State Department of Education
Bureau of Special Education